



Alpena-Montmorency Conservation District

1900 M-32 W
Alpena, MI 49707
989-356-3596 ext. 108

Meeting Minutes

Thursday, July 20, 2023 Board Meeting (Brush Creek Mill)

Attendance: Board Members: Chapman, Houston, and Skarbek; Staff: Charles Doan, Greg Corace, (Kaylie Landrum was attending MAEAP training). The meeting was called to order at 5:01 PM by Chapman, Board Chair.

Public Comment:

Approval of May 2023 meeting minutes:

- Motion made by Skarbek to approve the June 15, 2023 meeting minutes, supported by Houston, motion carried.

Financial Report

- Financial report submitted by Charlie. Motion to approve made by Houston, supported by Skarbek. Roll Call vote: Ayes: Chapman, Houston, Skarbek. Nays: None. Motion carried.

Approval of Bills:

- Houston made motion to approve payment of Conservation District bills, second by Skarbek. Roll Call vote: Ayes: Chapman, Houston, Skarbek. Nays: None. Motion carried.

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Reports:

- Written MDARD Partner report submitted, accepted.
- FAP written report submitted, accepted.
- MAEAP written report submitted, accepted.

District Business:

OLD:

- Administrative Assistant Position; DM provided update on the advertised position. Directors encouraged continued advertisement until a viable candidate has applied.

NEW:

- Annual Meeting/Election Notices; DM provided review of annual meeting date/time and election process and nomination procedures, discussion followed.
- Budget Process; DM provided an overview of the budget process in preparation for the budget hearing to take place during the September 2023 board meeting.

TASKS TO BE COMPLETED:


Autumn Olive educational video; the video will be completed and published to the AMCD website in early August

Fall Conifer Sale; the sale order form will be made available to the public by August 14, 2023.


The next board meeting will be held on **Thursday, August 17th, 2023 at Alpena Field Office at 5:00PM**

Motion to adjourn the meeting made by Skarbek, supported by Houston, motion carried.

Meeting adjourned at 7:40pm.



Charles R. Doan, District Manager



James R. Chapman, Board Chair
Approved / Amended / Disapproved